



Guangyang Secondary School

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Dear Parent,

Principles of Accounts Subject Information – Secondary Four Normal (Academic) 2023

1 Chapter Coverage - Normal (Academic) Level [Subject Code 7086]

Term 1

Week	Chapter	Topic
Week 1	14	Equities [Sole proprietorship] <ul style="list-style-type: none">- Journal entries for Drawings & Capital- Interpret Drawings & Capital accounts
Week 2 - 4	7	Cost of Sales & Other Expense <ul style="list-style-type: none">- Journal entries for<ul style="list-style-type: none">• Prepaid expense• Expense payable- Interpret Expense account
Week 5 - 6	6	Revenue & Other Income <ul style="list-style-type: none">- Journal entries for<ul style="list-style-type: none">• Revenue/Income received in advance• Income receivable- Interpret Revenue & Income account
Week 7 - 8	9	Inventories <ul style="list-style-type: none">- Decision Making (Which inventory to buy)- First-in-first-out (FIFO)- Journal entries for Impairment Loss on Inventory- Interpret Inventory account [Week 7] Weighted Assessment 1
Week 9 - 10	10	Trade Receivables <ul style="list-style-type: none">- Decision Making (Credit worthiness of customers)- Journal entries for<ul style="list-style-type: none">• Bad debts written-off• Allowance for Impairment of Trade Receivables- Interpret Allowance for Impairment of Trade Receivables account

Term 2

Week	Chapter	Topic
Week 1 -2	11	Non-current Assets <ul style="list-style-type: none">- Accounting for NCA [Capital & Revenue Expenditure]- Journal entries for Depreciation- Interpret NCA & Accumulated Depreciation accounts
Week 3	12	Trade Payables <ul style="list-style-type: none">- Decision Making (Which supplier to buy from)
Week 4 - 5	13	Long-term Borrowings <ul style="list-style-type: none">- Journal entries and presentation for<ul style="list-style-type: none">• Loan• Interest on loan- Interpret Loan & Interest on Loan accounts
Week 6 - 7	15	Correction of Errors <ul style="list-style-type: none">- Journal entries for errors not revealed by Trial Balance- Effects of errors and correction of errors [Week 7] Timed-Practice
Week 8 - 10	-	Revision

Term 3

Week	Chapter	Topic
Week 1 - 5	-	Revision
Week 6 - 7	-	Prelim Exam
Week 8 - 10	-	Review & Revision

Term 4

Week	Chapter	Topic
Week 1 - 2	-	GCE N Level Exam Part 1
Week 3	-	Revision
Week 4 - 5	-	GCE N Level Exam Part 2

2 Exam Format

	Details	Weighting	Duration
Paper 1	Answer 3 to 4 compulsory structured questions (40 marks)	40%	1 hour
Paper 2	Answer 4 compulsory structured questions (60 marks) <ul style="list-style-type: none">• One question requires the preparation of financial statements for a business for one financial year. (20 marks)• A scenario-based question (5 marks) will be part of one of the 3 remaining questions.	60%	2 hours

Paper 1 – candidates will write their answers on the question paper.

Paper 2 – candidates will write their answers on the generic answer booklet provided.

3 School Assessment Modes and Weighting

The overall performance of a student is assessed based on the weighting indicated below.

Semester 1		Semester 2	Total
Weighted Assessment 1 [WA1]	Weighted Assessment 2 [WA2]	Semestral Assessment [Preliminary Exam]	
15%	15%	70%	100%

4 Absence from Weighted Assessments

- (a) Medical certificate must be produced if your child is absent for weighted assessment. Your child will have to do a make-up weighted assessment within 3 days from the date of the assessment upon return to school.
- (b) If your child is positive covid more than 3 days from the weighted assessment date and has a medical certificate, your child will be given a VR.
- (c) Parent's letter is strongly discouraged and its validity will be approved based on a case-by-case basis.
- (d) Absence from any weighted assessment without a valid reason will result in zero mark for the weighted assessment.

5 Absence from Exams

- (a) Medical certificates must be produced if your child is absent for exam.
- (b) Re-exam will not be conducted but your child will be required to attempt the exam papers as a practice.

We look forward to your continual and strong support for your child. This will definitely help him/her to better prepare himself/herself for the academic demands this year.

Do feel free to contact your child's Principles of Accounts teacher should you need further clarification on any matter.

<u>Teacher</u>	<u>Classes</u>
Mdm Rashida	Sec 4N1
Mr Kok Woon Poh	Sec 4N2

Thank you.

Yours faithfully



Mdm Tengku Rashida
Senior Teacher
i/c Principles of Accounts